

Shelbourne Street

Church of Christ

3460 Shelbourne Street, Victoria, BC, V8P 4G5

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Job Description

Worship Minister

General Information

Position Title:	Worship Minister
Reports To:	Senior Minister & Elders
Classification:	Part-time (20 hours per week as an initial starting point of discussion) or Permanent full-time (minimum 40 hour work week)
Proportional Priorities:	Worship Ministry 85% Additional Ministerial responsibilities required of staff in order to further the work of the Kingdom through the Shelbourne Street Church (including staff and Elders meetings; Deacon's meetings if necessary) 15%
Document History:	Original: Revision: Approved:

Position Summary

The Worship Minister is a leadership position & responsible to the Elders and Senior Minister as directed in areas and ministries attributed to the Church. He/she will provide motivational leadership, inspiring the congregation to acts of service in fulfilling the mission and purpose of the church.

The position has the potential of progressing from part-time to full-time (if it begins at part-time), and there is the possibility for mentoring into a Senior Minister position for the right candidate (as our Senior Minister moves toward retirement over the next 5 years or so).

Salary and Benefits

For a **part-time position** salary and benefits will be negotiated based on the number of hours applied to the position each week. As a starting point for discussion, 20 hours per week would typically be expected, but for the right candidate this could be modified with discussion.

For a **full-time position** salary and full benefits will amount to remuneration of \$60,000 annually to the right candidate. An RRSP benefit will be offered, as will extended health benefits after a probationary period. Ministerial housing allowance (as part of the remuneration) is included in the position. Holidays will begin at two-weeks annually.

Qualifications

Education
<ul style="list-style-type: none">• High School Diploma.• Expected Education: Bachelor's Degree in Biblical Studies/Theology/Ministry from an accredited Bible College or University.• Superior Education: Master's Degree in Biblical Studies/Theology/Ministry from an accredited Bible College or University• Appropriate experience in Worship Leading may in some cases suffice, particularly if further education could be experienced by the right candidate after employment commenced.
Experience
<ul style="list-style-type: none">• Ministerial Experience is preferred but consideration will be given to those for whom this would be their first ministerial position.• Proven track record of Leadership, preferably having served as a Worship Minister for at least 3 years, but consideration will be given to those for whom this would be their first ministerial position.• An ability to mentor people in spiritual formation and encourage service in the Body of Christ.• Shows an awareness & concern for those who are lost and seeking God.
Competencies (Skills)
<ul style="list-style-type: none">• Ability to competently play a guitar and/or piano sufficient for leading worship• Communicate a vision and passion for this ministry to the congregation• Knowledge and love of the Christian Scriptures• An active, growing spiritual life grounded in Christ and the historic Christian faith• The ability to disciple others, facilitating their spiritual growth, especially in the area of worship• Leadership

- Teamwork
- Ability effectively to teach
- Visioning
- Communication
- Encouragement
- Valuing People
- Initiative
- Administration and Organizational Abilities
- Accountability
- Audio/visual technical ability
- Knowledge of computer productivity software including Mac OS, Microsoft Office, Google Apps, and other applications

Character/Attributes

- Servant's heart and the willingness to work toward the spiritual formation and discipleship of those served.
- Willingly contribute to the bringing of the presence of Our Trinitarian God into the world, so that the realities of the Kingdom of God are increasingly evident through the work of the church.
- Flexibility in their service, with loving the Lord and loving people sometimes taking the minister outside the framework of her/his typical job priorities.

Other

- Possible extended hours during special events

Responsibilities

Leadership (Collaboration)

- Working with the Senior Minister with the development of the leadership team, staff and volunteers to lead and execute the church's activities, ensuring that required skills are taught & developed. A relational leader who is teachable
- A passion and gifting for leading God's people in authentic worship
- A commitment to practising a disciplined and balanced life that includes a healthy family life, diligent and consistent work habits, and a desire to grow through prayer, study and personal development
- Ability to develop, implement and evaluate plans, procedures, and ministries
- Able to build genuine relationship when working with Elders, Deacons, staff and volunteers to establish and promote teamwork
- Champions and guards the spiritual biblical doctrinal values of the Church
- Able to nurture strong relationships with the congregation and to model service and the fruits of the spirit (Galatians 5: 22-23)

Worship Ministry

- The Worship Minister has the primary responsibility for the Worship ministry
- Coordinates with the Senior Minister, Office Secretary & Worship Leaders/Teams to plan orderly meaningful times of worship & praise with an emphasis on Sunday mornings and special holidays
- Assists with Tech Admin/Live Streaming by providing support to Worship teams & AV ministry
- Encouraging and investing in, training, development and equipping those gifted in worship ministry with the purpose of building fellowship within the ministry, ongoing teaching of the theology of worship, and development of practical skills
- Serving on Worship Teams regularly with a guideline of leading a minimum of 2 times per month
- Coordinating the events of Sunday morning, including making sure that all with a leadership role are aware of their responsibilities
- Coordinating worship team leaders and weekly practices
- Overseeing and planning for the audio/visual aspects of our Sunday worship
- Mentoring teens and young adults for the purpose of developing their abilities to help with the leading of worship (singing parts, sight reading of music, learning of instruments)
- Continue supplemental education in the areas of worship leading as well as any instruments used (i.e. guitar, song leading)

Additional Information

The above statements are intended to describe the general nature and level of work being performed by the position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required. All staff may be required to perform duties outside of their normal responsibilities from time to time.

Agreement

This Job Description has been agreed upon by:

Worship:_____ Date:_____

Elder Representative:_____ Date:_____

Senior Minister:_____ Date:_____